

How to Award Custom, Branded Quiz Certificates to Your Learners

Award a quiz certificate to your learners to appreciate their performance. You can easily create a **customized** and **branded** quiz certificate with ProProfs Quiz Maker. Choose from **various templates** or **upload** your own. Set a **minimum score** for learners to earn the certificate. Choose the **information to display** on the certificates, including custom questions you may ask from quiz takers.

Follow these simple steps to create a certificate that reflects your brand and rewards your learners. Check out this **video** to learn more about creating custom quiz certificates.

Missed the video? No problem. We'll guide you through the process step-by-step.

Here's an example of a custom quiz certificate.



Why should you customize and brand a quiz certificate?

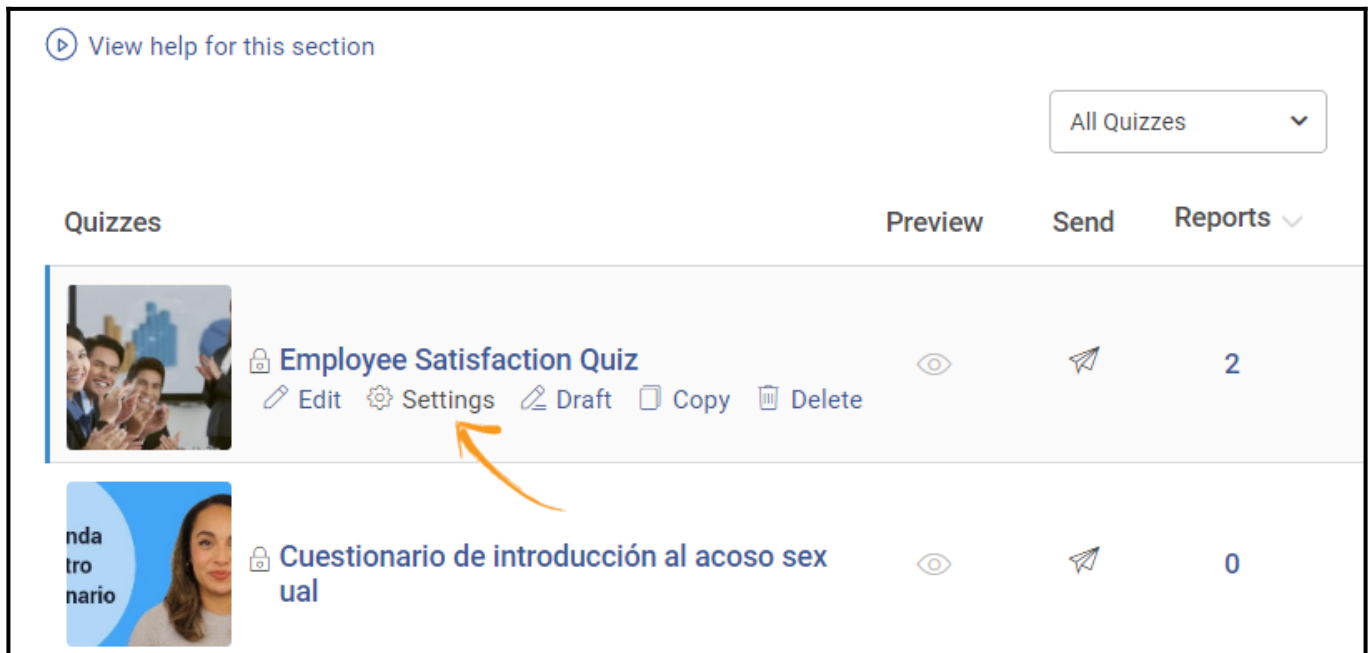
- **Acknowledge and reward** respondents for completing a quiz to a high standard.
- **Recognize** the completion of annual compliance tests or product knowledge training.
- **Motivate** students to excel.
- **Include fixed and dynamic** data fields such as a student's name, completion date, grade, the

date the certificate expires, or a unique certificate number.

- **Design and upload** your template to include your organization's logo or signatures.

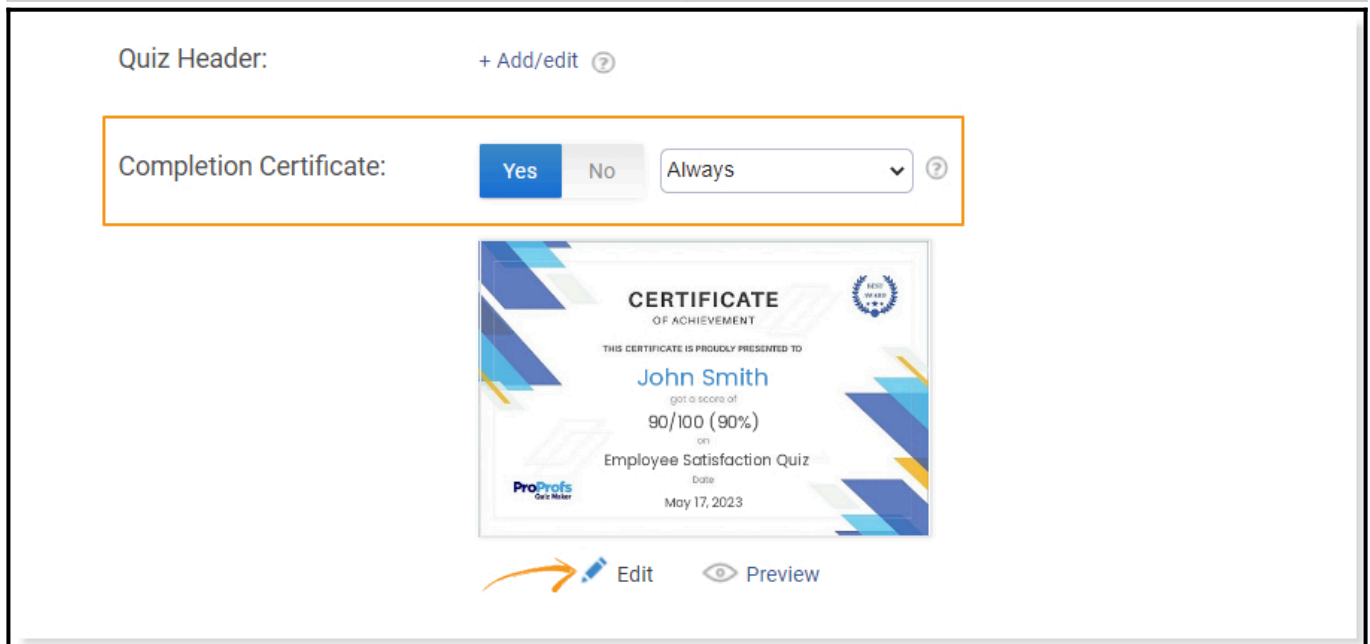
How to Customize and Brand a Quiz Certificate

Step 1: On your [ProProfs Quiz Maker](#) dashboard, hover your mouse pointer over the desired quiz and click Settings.



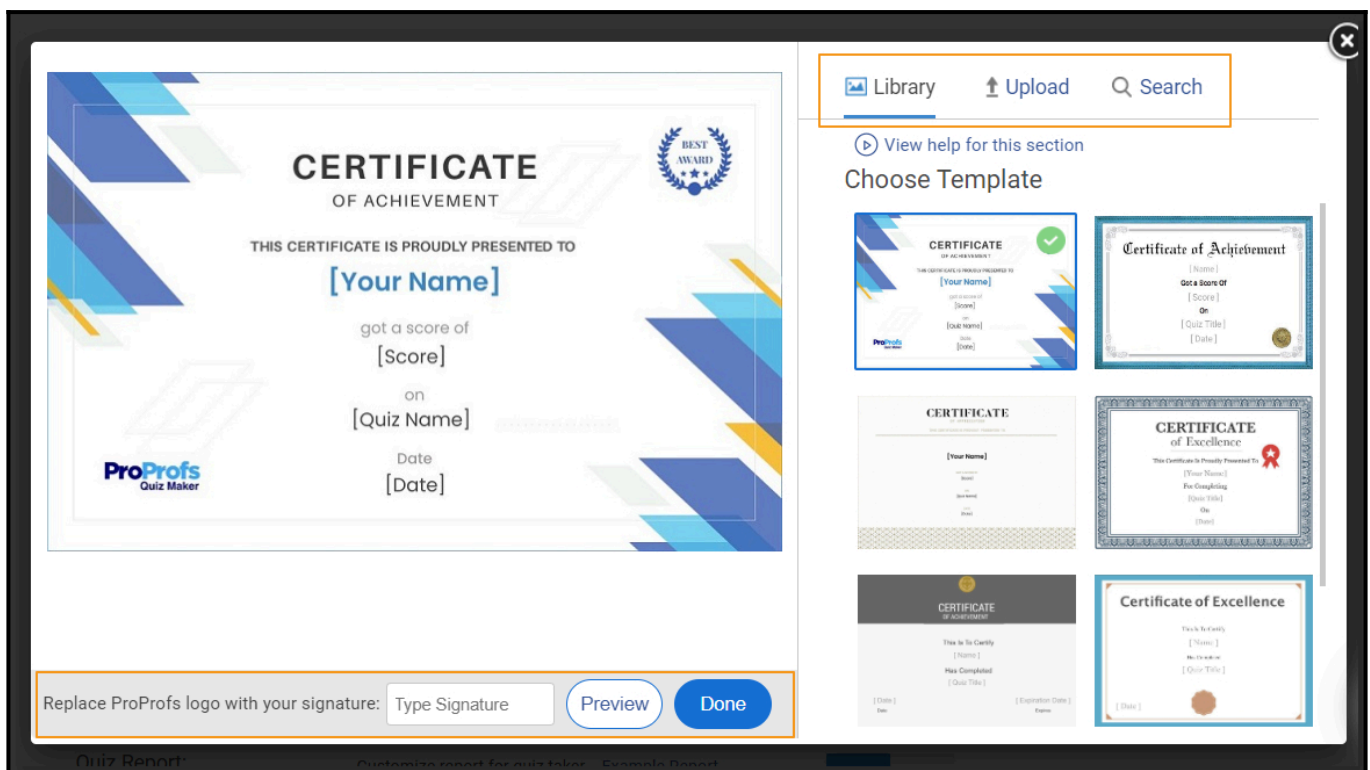
Step 2: The **General Settings** will open by default. **Please scroll** down to locate the option **Completion Certificate** and ensure it is toggled to **Yes**. By clicking the **Always dropdown** list, you can set a minimum score that your quiz takers should meet to earn the certificate.

To edit and customize the certificate, click **Edit**.

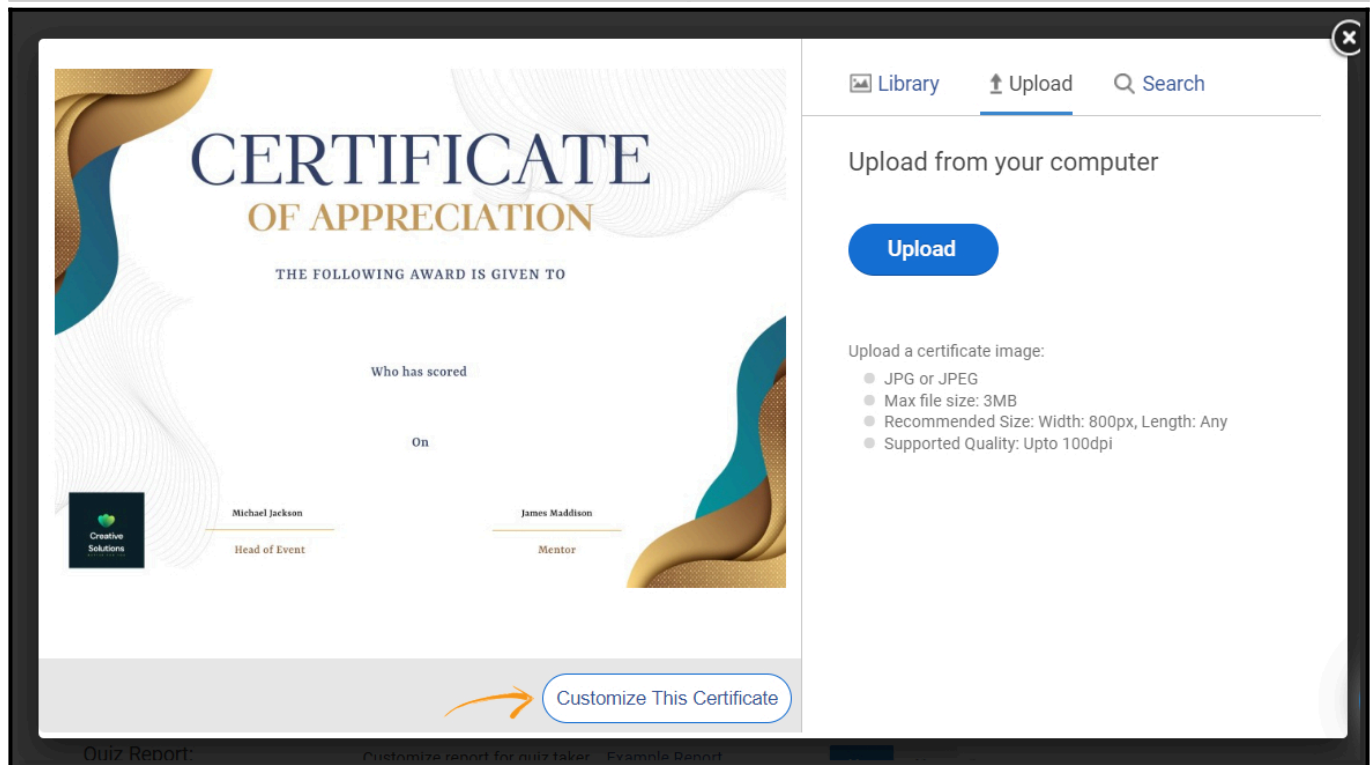


Step 3: Customize your certificate by choosing from various templates in the Library or upload your own. You can even search for one on Google.

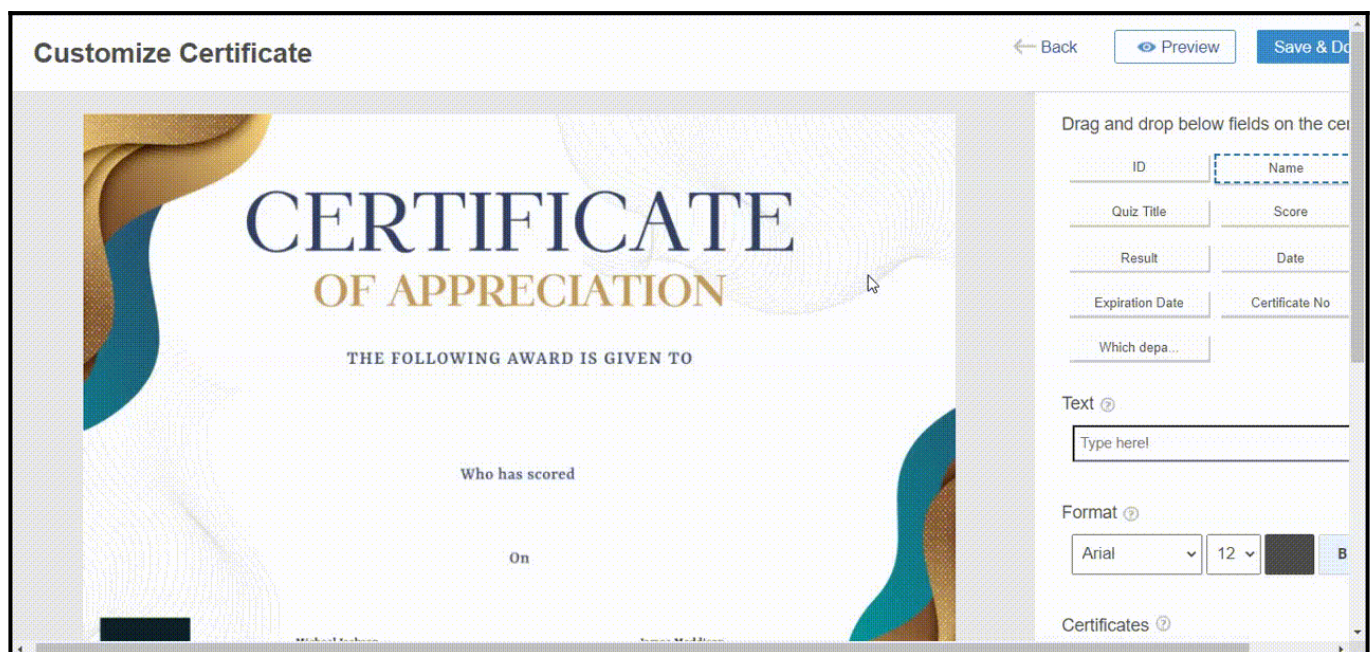
Replace the ProProfs logo with your signature on the default certificate or create a custom one.



Step 3.1: To customize the certificate, choose a template or upload one. Then click Customize This Certificate.



Step 3.2: Customize your certificate by **dragging and dropping** relevant fields to appropriate locations on your template. Add a field to **display answers to custom questions** from the lead form. Add **custom text** using the Text input box and place it where you want on the certificate. When you're finished customizing, click **Save & Done**.



Enable **"Ask My Own Question"** in the lead form to add custom questions. Go to **Settings > Security > Tracking & Lead Capture > Toggle "Ask My Own Question" to Yes**.

Choose a question type to add.

Step 4: Click **Done** to finish the customization process.

Here's a preview of the customized certificate:



Related Articles:

- [How to Brand and Customize a Quiz](#)
- [How to Brand a Classroom](#)
- [How to Add a Theme to a Quiz](#)